



**The 2016 Annual
City of Los Altos / Town of Los Altos Hills
Joint Community Volunteer
Service Awards**



Criteria for Nomination of Awardees

1. WHO IS ELIGIBLE FOR THE AWARDS?

- (a) Any individual whose volunteer activities have directly and significantly benefited the communities and/or residents of Los Altos, Los Altos Hills, and the adjacent unincorporated areas (known collectively as LA-LAH). The individual could be a resident or non-resident of LA-LAH.
- (b) Any not-for-profit or charitable organization whose volunteer activities (i.e. free to the recipients) have directly and significantly benefited the communities and/or residents.

2. WHO IS NOT ELIGIBLE?

- (a) Volunteers whose activities have not benefited the LA-LAH community.
- (b) Elected officials during their terms of office. An elected official who has retired from office may be eligible for notable work done while in office. For example an elected official serving on a Joint Powers Agency (CHAC, CSA, etc.) and who has performed in that capacity at a level far above the expected call of duty, is eligible, after retirement, for consideration for a volunteer award.
- (c) Volunteers whose activities have been limited exclusively to a private group. While such activities may be of great benefit to the private group, they do not necessarily benefit the community at large. This section does not preclude volunteers who are members of private groups (e.g. fraternal organizations, churches, etc.) from being eligible, if their activities have benefited the community at large.

3. EXAMPLES OF VOLUNTEER ACTIVITIES

Examples of volunteer activities include the following: (a) helping people, particularly the seniors, youth, shut-ins, and handicapped; (b) promoting arts, education (political education does not qualify), history, recreation; (c) providing service to city government (e.g. major unpaid work helping the city); and (d) working behind the scenes as a professional, and (e) similar volunteer activities.

4. CRITERION FOR SELECTION

The sole criteria for selection is the value to the community of the volunteer's personal and non-financial contribution within the geographical boundaries of LA-LAH. The "value" is compounded with the length of time over which the contribution was made in order to determine its true worth. For example, if two nominees have done the same work, but for different periods of time, the nominee with the longer term of service would have contributed greater value to the community.

5. HOW TO NOMINATE

To make it easier, the entire nomination can be completed on the internet at the following site: www.jointvolunteerawards.com An alternative is to fill out the attached form, along with the two or more letters of recommendation.